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# COMMONWEALTH OF VIRGINIA



## OFFICE OF THE GOVERNOR

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### **Executive Directive No. 5 (2012)**

#### **Assessment of State Agency Fleets for Transition to Alternative Fuel Vehicles**

On July 12, 2011, I signed Executive Order 36 directing the Department of General Services and the Department of Mines, Minerals and Energy to issue a Public-Private Partnership solicitation, pursuant to the Public-Private Education Facilities and Infrastructure Act (PPEA), to obtain proposals for transitioning the Commonwealth's vehicles from gasoline to alternative fuels, as directed by legislation passed by the General Assembly. As a result of that solicitation, the Commonwealth has entered into contracts with Clean Energy and Blossman Gas to provide compressed natural gas (CNG) and liquid propane gas (LPG) fuel, refueling infrastructure, vehicle conversions, maintenance and training. In addition, we have partnered with 21 other states in a Request for Proposals issued by the National Association of State Procurement Officers that seeks favorable prices on new natural gas vehicles from vehicle dealers.

As the chief executive officer for the Commonwealth of Virginia, I hereby issue this Executive Directive to the Executive Branch Cabinet members, agency heads, managers, supervisors, and employees in order to implement a plan for using the contracts to accomplish our goal of transitioning the Commonwealth's vehicles from gasoline to CNG and LPG.

The contracts with Clean Energy and Blossman Gas give the Commonwealth the flexibility to react to changes in the alternative fuel market, whether in gasoline prices or vehicle model availability. They provide a no-cost option for alternative fuel infrastructure (CNG and LPG), state-wide pricing for CNG and LPG, vehicle conversion pricing for identified available vehicles and the ability to lock-in-pricing for future motor vehicles. These solutions are available to all Commonwealth public bodies and local governments, and access to alternative fueling sites will be open to all citizens. It is the goal of this program to substantially replace as many state-owned conventional gasoline and diesel powered vehicles as soon as practicable and financially viable with an alternative fueled option. In determining which vehicles should be replaced or up-fitted for alternative fuel use, consideration must be given to the location and use of vehicles, capital and operating costs, and the potential for fuel cost avoidance and emission savings. These factors are agency specific. Therefore,

each of the Commonwealth's state agencies must develop and implement its own plan for using these contracts to convert or replace their vehicles with alternative fuel vehicles.

There are a number of criteria that must be analyzed to evaluate an agency's vehicles for conversion to alternative fuel. Currently, only certain vehicle models are available for conversion, either new or aftermarket. Agencies must evaluate the vehicle options to ensure they meet their operational requirements. Agencies must evaluate whether there is adequate fueling infrastructure nearby, whether the vehicle can be regularly operated within the driving range of that infrastructure, and whether the cargo capacity is adequate for the mission of vehicle. The alternative fuel vehicle market is quickly evolving and over the next few years the types of available vehicles is expected to increase steadily. To ensure the Commonwealth is ready to utilize as many alternative fueled vehicles as possible and to be prepared for any market changes, an annual review of agency implementation plans will be required.

Accordingly, I direct that:

1. Every state agency conduct an in-depth survey of their current fleet, including the model year, make, model, mileage, and useful life remaining (in years) of each of their vehicles, where each of their vehicles are located and used, how they are used, how many miles the vehicle drives per month, and where each vehicle currently refuels.
2. Each state agency use the information gathered in their survey to identify those vehicles they can convert with vehicles or conversions available on the market today, and propose a conversion or replacement plan for their vehicles. Our contract vendors are available to assist with the analysis necessary to develop the plan.

Agency plans should be submitted to the Department of General Services Office of Fleet Management Services (DGS OFMS) by December 1, 2012. Each plan should include an explanation concerning any vehicles not proposed for conversion or replacement.

3. The Department of General Services and the Department of Mines, Minerals and Energy are directed to use the agency conversion/replacement plans to identify locations within the Commonwealth with the highest concentration of state-owned vehicles proposed by state agencies to be converted/replaced. The Department of General Services and the Department of Mines, Minerals and Energy will use that information to identify the most immediate opportunities for building alternative fuel infrastructure and to identify opportunities for partnerships with local governments to support infrastructure development.
4. The Department of General Services and the Department of Mines, Minerals and Energy work with Clean Energy and Blossman Gas to identify localities, transit authorities and commercial fleets interested in converting portions of their fleet in areas with medium-low concentration of state vehicles to be converted/replaced to identify additional potential opportunities for building alternative fuel infrastructure.
5. Agencies review their plans for transitioning to reliance on alternative fuels annually, in light of current gasoline prices, and available vehicle models and conversion kits, and submit an updated plan as part of their annual vehicle status report to DGS OFMS. DGS OFMS will provide instructions for reporting the required information in their annual request for vehicle data, including specific reasons agencies may choose not to use a particular alternative fuel vehicle. Å
6. The Department of General Services and the Department of Mines, Minerals and Energy

conduct an annual evaluation of updated vehicle conversion/replacement plans and local/commercial interest in conversions to identify additional areas where opportunities for building infrastructure should be explored.

7. The Department of General Services and the Department of Mines, Minerals and Energy vigorously pursue funding opportunities that can be managed using the Alternative Fuel Vehicle Conversion Fund established in Code of Virginia section 2.2-1176.1

The Department of General Services, the Office of Fleet Management Services report the progress of the Alternative Fuel Vehicle Program outlining the numbers, types, locations and use of vehicles transitioned to natural gas or propane, new infrastructure available to the Commonwealth, localities and the public, any updates or revisions to agency vehicle conversion plans, and any other successes or challenges in the implementation of this program in its Annual State of the Fleet Report.

**/s/ Robert F. McDonnell, Governor**